



# ADMINISTRATIVE PROCEDURE

SUBJECT: PROFESSIONAL ASSOCIATIONS

NO. 1.008  
DATE 9-12-13

*Dale W. Fritzsche*  
CITY MANAGER

## I. STATEMENT

The City of Rochester recognizes, values and supports the participation of City staff with professional associations. Professional associations help members value and promote their profession as well as foster their individual careers. Professional associations provide a mechanism to support the creation and distribution of knowledge, the sharing of best practices, a framework for solving problems and obtaining advice.

Professional associations also provide opportunities for leadership development and professional growth, as well as, a means to develop professional relationships that fosters information sharing and positive communications. As a result, the City encourages staff involvement and participation in professional association activities.

## II. PROCEDURE

- A. Staff seeking to participate in the activities of a professional association should consult with their immediate supervisor if said participation might require association activities during normal working hours and/or the use of City resources.
- B. Supervisors are encouraged to support the involvement of City staff in professional associations unless and until there is a demonstrated negative impact to the City and/or a material loss of City resources, including but not limited to Staff work time, use of City supplies, use of City equipment, etc.

- END OF PROCEDURE -